

Transition Initiatives for Stabilization Plus – TIS+

REQUEST FOR PROPOSAL (RFP)

Resource Partner for Galkayo - Youth Engagement and Community Service Event - PSS005

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| RFP No | OPSC-NBO-RFQ-2017-034 |
| Date | August 14, 2017 |
| Title | Resource Partner for Galkayo - Youth Engagement and Community Service Event |
| Closing date for questions | August 20, 2017 |
| Closing Date for Receipt of Proposals | August 28, 2017 |
| Contact Persons for Questions regarding office location or admin details | TIS+ Procurement Team Nairobi Email: procurement@somtisplus.com |
| Submission of Quotation | Email: tenderbox.nairobi@somtisplus.com Please reference RFP-OPSC-NBO-RFQ-2017-034 in the email subject line. No other manner of submission shall be accepted. |
| Anticipated Award Type | Fixed Price Agreement |
| Delivery Date | To be finalized prior to signing of the purchase order / service contract |
| Basis for Award | An award will be made to organization or Firm based on Tradeoff method below: <ol style="list-style-type: none">1. Technical approach-30 points2. Proposed Key Personnel-30 points3. Past experience-40 points |

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TIS+ SCOPE OF WORK

PSS005: Galkayo - Youth Engagement and Community Service Event

Background

The Somalia TIS+ Program is intended to promote good governance and community cohesion. The TIS+ Program focuses on four objectives that are: 1) Increase confidence in governance based on equitable participation in decision making and management of community assets. 2) Empower community and government representatives to engage with private sector and development actors in a collaborative process for community growth. 3) Increase Somali engagement in creating a more stable future. 4) Support inclusive, sustainable development by reducing gender gaps in stabilization and development.

Summary

Promoting and supporting the Peaceful coexistence of the two communities in Galkayo – North and South remains one of the key geographical focus for TIS+ Program. The activity seeks to encourage young people in Galkayo – both corners to unite their efforts, Create and maintain channels for youth to air concerns and grievances in a comprehensive manner, which assist in circumventing antisocial behavior, criminal conduct, and radicalism as well as promote peace and social cohesion. Similarly, demonstrate their socially active participation to the wider public and develop a better understanding of the role that the Galkayo Youth can play in the development of their common interest. In addition, the activity is expected to improve the role of youth and visibility in the social, cultural and economic development of their community with support from their government.

In view of the above, TIS+ is seeking to contract a resource partner, Organization, or consultancy firm with proven technical expertise in youth development programs, youth leadership coaching, mentoring and counseling, youth empowerment and capacity building. In addition, the selected must demonstrate extensive technical capacity to organize, design and facilitate youth motivational forums, youth integration and technical support to the development of youth strategic plans through formation of joint youth council. The resource partner, organization, or firm is expected to undertake all activities including; organize, design and facilitation of two, one day youth motivational sessions in both sides of Galkayo, facilitation of one day joint youth integration forum, technical support to the youth community services with support from government representatives and technical contribution and facilitation of three days youth consultative forum for the joint youth committee to develop youth strategic action plan. The selected bidder will also be responsible for the logistical and operational arrangements to be covered under the proposed resource partner's contract

Proposed Activities and deliverables at each stage

The consultancy firm/organization will undertake the following primary responsibilities:

- 1. Facilitation Two (2) Youth Motivational Sessions to be held in South and North Galkayo respectively;**
 - a. Closely coordinate with key stakeholders including various youth leaders, local DC offices – both sides for session's mobilization and preparation including participant's selection with key consideration to female participation (at least 40%), venue, meals and logistical arrangements – local transportation. In addition, with support from TIS+, liaise with government authorities – local DC's and regional governors for the security preparations.

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- b. Design, organize and facilitate 1 day youth motivational sessions – 2 forums in South and North Galkayo targeting 100 youth for each location. These sessions, must be facilitated by two experienced youth motivational speakers (at least 1 female guest speaker is highly preferred). The sessions is expected to show case “acts of good deeds, forgiveness and kindness”, encourage and promote youth to understand their role in peace building and conflict resolution as well as social responsibilities; voice their concerns and share stories/experiences.
- c. Together with TIS+ and local authorities, work closely with the local radio stations supported by TIS+. Also, form close coordination with other TIS+ resource partner implementing the Galkayo local media workers training, community engagement and peaceful radio messages.

Deliverables;

- Submission of draft agenda for the 1 day’s sessions (two separate sessions) and official participants list of 100 youth in each sessions with minimum 40% gender representation (from Local DC offices together with youth leaders of both corners). To be shared with TIS+ One week prior to the events.
- Comprehensive sessions report outlining the process, successes, challenges, lesson learnt and recommendations. also, annex of participants list including beneficiary names, their designation and contact detail using approved TIS+ sign-in sheet (to be provided by TIS+)
- Provide success stories (minimum of two from different angles) and provide good quality pictures of the sessions (Minimum 20 pictures) with caption (Each picture must have a consent form signed)

2. Facilitation of One (1) Day Joint Youth Integration Session that bring together youth groups from both sides of Galkayo’s;

- a. Closely coordinate with key stakeholders including various youth leaders, local DC offices – both sides for session’s mobilization and preparation including participant’s selection with key consideration to female participation (at least 40%), and Together with local govt officials, prepare logistical and operational arrangements including meeting venues, local transportation, security and meals.
- b. Design and facilitate one day joint youth integration sessions that brings together 50 youth from South Galkayo (25 youth) and North Galkayo (25 youth) these youth participants will be selected from beneficiaries of the youth motivational sessions. The session will provide an opportunity to promote youth integration, create youth networking, encourage cohesion and promote formation of Joint Youth committee for Galkayo, encourage voluntarism and youth change agents as well as youth leadership. Facilitate dialogue through consensus to agree immediate action points with the outcome of formation of Galkayo Youth Committee – United.
- c. Encourage the participants for the youth motivational sessions and the Joint integration sessions to think through other ways to build collaborative relationships and reduce tensions in times of conflict and create/maintain channels for youth to share ideas, address their common interests such as creating social media platform for information sharing for instances “a common WhatsApp group to exchange information”. Similarly, support and motivate youth to use social media platforms for peace promotion, social cohesion and shared responsibilities among the communities to improve the positive role of youth, and visibility towards peace and development of the region.
- d. In collaboration with the Government promote use of media – both mass and social platforms and encourage govt officials including DCs and Regional Governors together with youth leaders from

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both sides of town to send positive messages to the public and show their collaboration with youth groups and joint efforts to promote peace and stability for Galkayo communities – both sides of town. Produce promotion materials – banners, and posters

- e. Together with TIS+ and local authorities, work closely with the local radio stations supported by TIS+. Also, form close coordination with other TIS+ resource partner implementing the Galkayo local media workers training, community engagement and peaceful radio messages.

Deliverables:

- Submission of the draft agenda for the joint youth integration sessions and the official participants lists for 50 youth with equal representation from both sides of Galkayo's - minimum 40% gender representation (from Local DC offices together with youth leaders of both corners). To be shared with TIS+ One week prior to the events.
- Comprehensive sessions report outlining the process, successes, challenges, lesson learnt and recommendations. also, annex of participants list including beneficiary names, their designation and contact detail using approved TIS+ sign-in sheet (to be provided by TIS+)
- Provide success stories (minimum of two from different angles) and provide good quality pictures of the sessions (Minimum 20 pictures) with caption (Each picture must have a consent form signed)
- Endorsed action points put in place- follow-up including the formation of joint youth committee of 15 members (at least) – umbrella for youth from both sides of Galkayo

3. Provide Technical Support and Facilitate Three (3) Days Joint Youth Consultative Forum / Follow-up for the Joint Youth Committee Together with their Local Govt officials;

- a. With support from TIS+, closely coordinate and engage with key stakeholders including youth leaders, and local DC offices for both sides of Galkayo for mobilization and planning of the events in terms of finalizing the event schedule and the agenda – with input from the youth groups, and prepare logistical and operational arrangements including meeting venues, local transportation, security and meals.
- b. Design and facilitate three (3) days follow-up consultative forums / Dialogue that brings together at least 15 members that includes the youth leaders – North and South Galkayo as well as other youth activist members; together with local DC offices for both corners of the town. *These sessions*, will be facilitated by experience youth advisor who will provide technical contribution, guidance and leadership to facilitate the establishment of a Interim Youth Committee for Galkayo (JYC) – both corners, whose function will be to coordinate, monitor, advocate and promote youth issues including youth integration, leadership and youth led initiatives and community services. *The Facilitators*, will guide and support the development of clear TOR for the group formation, mandate and responsibilities to create/maintain the network. Discuss and identify existing gaps and challenges for the young people and through consensus identify and agree immediate key priorities with clear “Youth Action Plan”- for the next 24 months that responds to the challenges identified and with clear immediate activities, to be championed by the established Joint Youth Committee – Interim for Galkayo with support from their government and International partners including TIS+.
- c. Provide technical assistance and guidance to the newly established Youth committee to ensure success in their activities. Encourage youth to use social media platforms as a channel for awareness raising, peace promotion, and creation of cohesion and integration among various youth groups.

Deliverables:

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- Submission of the draft agenda, official participants list of 15 members together with local government authorities – DCs and Governors of both Galkayo South and North. To be shared with TIS+ at least three working days before the events.
- Comprehensive sessions report outlining the process, successes, challenges, lesson learnt and recommendations. also, annex of participants list including beneficiary names, their designation and contact detail using approved TIS+ sign-in sheet (to be provided by TIS+)
- Provide success stories (minimum of two from different angles) and provide good quality pictures of the sessions (Minimum 20 pictures) with caption (Each picture must have a consent form signed)
- Joint Youth Committee officially established with clear TOR
- Developed Youth Action Plan for the next 24 months.
- Interim Joint Galkayo Youth Committee has official Facebook and Twitter accounts

4. Provide Technical Support to Youth to conduct visible youth community service activities – both sides of Galkayo's

- a. Together with DC offices, assist the interim youth committee and other youth groups to organize and mobilize necessary preparations for their community service activities. Together with TIS+ and the local DCs provide necessary tools and logistical requirements – including provision of refreshment and meals to youth. Coordinate local government official on security provisions to ensure safety of the youth activities.
- b. Provide technical guidance and contribution to the youth groups (estimated 200 both sides) together with their governments to conduct a visible community service activities through garbage collection exercise starting from the two sides of Galkayo and ending at the main center – separation point and connecting them while both youth groups together with their local government leaders – North and South will hold joint gathering to talk to the media and show their unity, collaboration and support from their government, share public with the “The Galkayo Youth Action Plan” to be championed by the Interim Joint Galkayo Youth Committee
- c. In collaboration with the government produce content for media engagement –both mass and social platforms and encourage the govt officials including DC's and regional governors to send positive messages to the Public and show their collaboration together with the youth groups and efforts to promote peace and stability for Galkayo communities –both sides
- d. Encourage the Interim Youth Committee and other stakeholders to post and tweet the youth activity update continuously using the social media pages of the committee – at Facebook and twitter. Produce promotion materials – banners, and posters

Deliverables

- 200 Youth conducted visible community service activities – through garbage collection exercise successfully with media coverage.
- Submission of the community service activity report highlighting success, challenges and future action recommendation; submitted to TIS+ within one week period together with signed sign-in sheet (using TIS+ provided form).
- Provide success stories (minimum of two from different angles) and provide good quality pictures of the community service activities (Minimum 50 pictures) with caption (Each picture must have a consent form signed).
- Submit all media hits for this activity as well as other activities – media links of websites, news channels and radio stations.
- Report the social media statistics– Facebook and twitter pages of the youth committee.

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Note: All messages and media materials must be cleared by TIS+ and USAID before release (for all the activities under the RFP)

Required Qualifications

The following are the minimum requirements for the proposals;

- ❖ Must demonstrate capacity and experience in undertaking participatory processes in youth engagement and development, youth programming and capacity building. Peace-building and civic engagement as well as stabilization related activities in Somalia. Provision of past report showing this is highly recommended.
- ❖ Experience in facilitation, capacity building and trainings on inclusive community participatory processes
- ❖ Understanding of youth engagement, youth development and council formation, strategic communication and awareness raising especially in Somalia. Prior experience in public relations, engaging different govt structures and communities with poor relations and mistrust
- ❖ Strong understanding of governance, peace-building and stabilization programming in conflict and post conflict context particularly in Somalia.
- ❖ At least five years working experience in Somalia especially in conflict areas. Proposed key personnel must demonstrate extensive relevant experience and must include at least 1 female candidate
- ❖ Proposals should have clear plan of immediate availability to commence assignment and completion of assignment including final deliverable of reporting

Minimum Mandatory Requirements

- ❖ Provide a valid govt registration certificate
- ❖ CVs of proposed key personnel must be attached
- ❖ Must include at least 1 female of the proposed team
- ❖ The organization/consultancy firm must have at least 4 years' experience

Expected Level of Effort

The expected level of effort is 1 month period with additional two weeks for reporting and closeout. A proposed work and travel plan should be included in the proposal and will be negotiated and agreed, as part of the award negotiation, as needed. The work is expected to begin in end of August 2017.

Reporting

The consultancy firm / organization will work under the overall supervision of the TIS+ Field Coordinator (FC), Program Development Officer (PDO) with support from the DCOP and Chief of Party (COP) as needed.

Evaluation of proposals

| Description | Points (Maximum 100) |
|--------------------|----------------------|
| Technical Approach | ----- |

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| Methodology | 20 points |
| Proposed level of effort/period of performance for this assignment | 10 points |
| Proposed Key Personnel | ----- |
| <ul style="list-style-type: none"> • Must demonstrate extensive relevant experience • Professional level of written and verbal English and Somali language • University degree in relevant field, or commensurate experience • Highly organized, flexible, and able to meet deadlines • Strong interpersonal and communication skills | 30 points |
| Past Experience | ----- |
| Demonstrated relevant experience and capacity to undertake participatory processes in youth development programming, youth engagement/empowerment, youth networking and capacity building, facilitation and consultations to empower youth. Also, peace-building, peace promotion and stabilization related activities in Somalia. | 20 points |
| At least five years working experience in Somalia especially | 5 points |
| Evidence of past experience showing a similar assignment conducted in Somalia such as Recommendation letters or copies of contract | 15 points |
| Total points | 100 points |

Cost Estimates to be included in the proposal

The firm is expected to quote the entire cost of this assignment including cost of organizing and facilitating 2 separate youth motivational sessions in south Galkayo and North Galkayo youth each session for 1 day period, organize and facilitate joint youth integration session for 1 day and follow-up consultative forums for 3 days as well as providing technical support to the youth groups to conduct visible community service event – street garbage collection exercise. In addition, the proposal should cover the logistical and operational cost for the entire activities including local transportation for participants, training venues, meals/refreshment and per diem for participants and reimbursable costs. The applicants should clearly specify relevant costs for their teams such as transport, security, accommodation and flights for their teams if applicable. No costs will be paid by TIS+ outside of those contained in the offeror's cost proposal.

Kindly refer to the sample of cost estimation sheet under the below Annex;

Offer Deadline and manner of Submission

Offers must be received no later than **August 28, 2017 at 11:59pm** East African Time through email only. Offers should be emailed to: tenderbox.nairobi@somtisplus.com with the subject line of email written as **RFP-OPSC-NBO-RFQ-2017-034**. No other manner of submission shall be accepted other than the tenderbox.nairobi@somtisplus.com email address.

Procurement Ethics

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Neither payment nor preference shall be made by either the Bidder, or by any TIS+ staff, in an attempt to affect the results of the award. TIS+ treats all reports of possible fraud/abuse very seriously. Acts of fraud or corruption will not be tolerated, and TIS+ employees and/or subcontractors/grantees/vendors who engage in such activities will face serious consequences. Any such practice constitutes an unethical, illegal, and corrupt practice and either the Bidder or the TIS+ staff may report violations to the ethics and compliance anonymous via email to ethics@somtisplus.com. TIS+ ensures anonymity and an unbiased, serious review and treatment of the information provided. Such practice may result in the cancellation of the procurement and disqualification of the Bidder's participation in this, and all future procurements. Violators will be reported to USAID, and as a result, may be reported to the U.S. Department of Justice to be included in a Restricted Parties list, preventing them from participating in future U.S. Government business.